

PURCHASE REQUEST FOR		<u>INSTRUCTIONS</u>		1. FOR 12 MONTH PERIOD <i>(From - Thru)</i>			
		Prepare separate request for each kind		2. PROGRAM NUMBER			
3. THRU				4. FROM <i>(Department, Agency or Installation)</i>			
5. TO <i>(Chief of Service)</i>				6. CONSIGN TO			
				7. PURCHASE REQUEST NUMBER		8. DATE	
9. KIND <i>(Anthracite, bituminous, lignite, coke, etc.)</i>	10. TONS IN STORAGE		11. STORAGE CAPACITY		14. SIZE <i>(In Inches)</i>		
	12. TONS DUE ON EXISTING CONTRACTS		13. ACTUAL CONSUMPTION <i>(Last 12 Months)</i>		a. TOP (1) MAXIMUM (2) MINIMUM		
15. ANALYTICAL SPECIFICATIONS REQUIRED		DO NOT WRITE IN THESE COLUMNS				17. TENTATIVE SHIP SCHEDULE	
		16. APPROVED ANALYTICAL SPECIFICATIONS					
a. MIN b. MAX c. OIL TREAT <i>(X if applicable)</i> (1) MOIST D R Y (2) VOL C O A (3) ASH (4) SUL (5) BTU d. FREEZE PROOF <i>(X if applicable)</i> (6) AST sF (7) H. GRIND (8) FSI		a. MIN b. MAX c. OIL TREAT <i>(X if applicable)</i> D R Y (2) VOL C O A (3) ASH (4) SUL (5) BTU d. FREEZE PROOF <i>(X if applicable)</i> (6) AST sF (7) H. GRIND (8) FSI e. APPROVED TONNAGE				a. MONTH & YR b. ESTIMATED TONS JAN 19 FEB 19 MAR 19 APR 19 MAY 19 JUN 19 JUL 19 AUG 19 SEP 19 OCT 19 NOV 19 DEC 19	
18. SCREEN SIZE <i>(Round hole)</i>		a. MAXIMUM % RETAINED ON		b. MAXIMUM % PASSING THRU			
(1) TOP							
(2) BOTTOM							
19. PREFERRED METHOD OF DELIVERY <i>(X one)</i>		a. RAIL		20. DELIVERING RAILROAD		21. TOTAL PURCHASE REQUEST <i>(Tons)</i>	
b. TRUCK c. RAIL OR TRUCK		d. BARGE					
22. RAILHEAD FOR CARLOAD SHIPMENTS		23a. ALTERNATE METHOD OF DELIVERY				b. ESTIMATED ADDITIONAL COST	
24. TYPE OF RAILROAD CARS REQUIRED		25. ESTIMATED CHARGES FOR LABOR AND EQUIPMENT IF COMMERCIAL SERVICE IS REQUIRED FOR UNLOADING, HAULING AND STORAGE OF COAL					
26. STATE OR LOCAL REGULATORY SULFUR DIOXIDE EMISSION LIMITS <i>(Show units)</i>					27. SPUR TRACK TO INSTALLATION <i>(X one)</i>		
28. REMARKS							
29. TECHNICAL POINT OF CONTACT AT REQUESTING ACTIVITY							
a. TYPED NAME <i>(Last, First, Middle Initial)</i>						b. TELEPHONE NO.	
30. PREPARED BY							
a. TYPED NAME <i>(Last, First, Middle Initial)</i>				b. SIGNATURE		c. TELEPHONE NO.	
31. APPROVED AT REQUESTING ACTIVITY BY							
a. TYPED NAME <i>(Last, First, Middle Initial)</i>				b. SIGNATURE		c. TELEPHONE NO.	
32. APPROVED BY							
a. TYPED NAME <i>(Last, First, Middle Initial)</i>				b. SIGNATURE		c. TELEPHONE NO.	